

**BIRCH RUN TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
JANUARY 13, 2015**

Supervisor Ray Letterman called the January Regular Meeting of the Birch Run Township Board to order at 6:57 p.m. Also present for the board were Corey Trinklein, Clerk; Debbie Trevino, Treasurer; Ed Magnus, Pam Moore, Fred Sheridan & Brady Totten, Trustees. Approximately 5 people were in the audience. Others present were Brad Thomas for the Department of Public Works and David Matzke for the Fire Department.

PASSED: Motion by Totten seconded by Sheridan to approve the January 13, 2015 Agenda as presented.

Yeas: Moore, Magnus, Letterman, Trevino, Sheridan, Totten, Trinklein

Nay:

December 9, 2014 Regular Meeting Minutes were discussed

PASSED: Motion by Magnus seconded by Moore to approve the December 9, 2014 Regular Meeting Minutes as presented.

Yeas: Magnus, Letterman, Trevino, Sheridan, Totten, Moore

Nay:

Abstain: Trinklein

PASSED: Motion by Magnus seconded by Totten to approve Invoices through 1/8/15 totaling \$74,138.07.

Yeas: Letterman, Trevino, Sheridan, Totten, Trinklein, Moore, Magnus

Nay:

PUBLIC COMMENT: 7:00 p.m. to 7:02 p.m.

Mike Szukhent – There are six tickets left for the Best of Birch Run event on Wednesday night.

Kurt Kiessling – There is a proposed amendment to the FOIA Act currently at the State government level and Kurt is impressed to see that the Township has gotten ahead of the curve and has started doing a lot of these items already.

TRUSTEE COMMENTS:

Corey Trinklein – Presented January Revenue & Expenditure Report. Gave update on delinquent business licenses. Informed board that there will be a state-wide election on May 5, 2015 to raise state sales tax.

Debbie Trevino – Presented January Treasurers' Report. Has a new safe in mind to purchase to replace the gun locker that we currently have. The delinquent personal property taxes have been completely disbursed at this time.

Ray Letterman – No Comments

Pam Moore – There have been a lot of positive comments regarding the check cashing processes and is thankful for them. Would like further information on the grand plans of all the growth projects that have been discussed recently.

Ed Magnus – No Comments

Brady Totten – No Comments

Fred Sheridan – Wanted to thank everyone that contributed to the plant for his mother's funeral.

DEPARTMENT REPORTS:

DPW – Brad Thomas stated that it is now the winter season and snowplowing is going well. All the park benches that were donated by the Village of Birch Run have been re-stained and re-painted and are ready to use in the spring. They will be re-doing the cemetery signs and park trash cans as other winter project.

Fire Dept. – Dave Matzke stated that there is a new volunteer that wants to join the fire

department. The fire truck is currently being stripped down to get repainted. A report was submitted showing the calls for 2014 as well as a breakdown for the 2014 focus response calls. There was a minor injury sustained during a fire at Winters Motel.

Library – Jeanette Morrish was absent and had submitted a report in her absence.

PASSED: Motion by Magnus seconded by Totten to approve purchasing a new dual drawer safe not to exceed \$1,000.00.

Yeas: Trevino, Sheridan, Totten, Trinklein, Moore, Magnus, Letterman

Nays:

PASSED: Motion by Magnus seconded by Sheridan to approve hiring Kenneth Gerding as a new Birch Run Township Fire Fighter.

Yeas: Sheridan, Totten, Trinklein, Moore, Magnus, Letterman, Trevino

Nays:

PASSED: Motion by Totten and seconded by Sheridan to approve the January General Fund Budget Amendments as amended.

Yeas: Totten, Trinklein, Moore, Magnus, Letterman, Trevino, Sheridan

Nays:

PASSED: Motion by Trevino seconded by Sheridan to approve for the property located at 11235 Dixie Hwy. to have First American Title perform a title search for \$35.00; Rowe Engineering to perform the site survey for \$2,135; and AKT Peerless to perform the Phase I Environmental Site Assessment for \$2,000.00.

Yeas: Trinklein, Moore, Magnus, Letterman, Trevino, Sheridan, Totten

Nays:

PASSED: Motion by Magnus seconded by Sheridan to approve Resolution #2015-01 (Intent to Reimburse Project Expenditures with Bond Proceeds) as amended.

Yeas: Moore, Magnus, Letterman, Trevino, Sheridan, Totten, Trinklein

Nays:

PASSED: Motion by Magnus seconded by Totten to approve Administrative Resolution #01-15 (Birch Run Township 2015 Meeting Dates) as presented.

Yeas: Magnus, Letterman, Trevino, Sheridan, Totten, Trinklein, Moore

Nays:

PASSED: Motion by Magnus seconded by Sheridan to approve the 2015 Township Holiday Closing Dates as presented.

Yeas: Letterman, Trevino, Sheridan, Totten, Trinklein, Moore, Magnus

Nays:

PASSED: Motion by Magnus seconded by Sheridan to approve the Personnel Policy & Procedures Manual with no changes.

Yeas: Trevino, Sheridan, Totten, Trinklein, Moore, Magnus, Letterman

Nays:

PASSED: Motion by Magnus seconded by Sheridan to approve the check and cash handling and receipting policy as amended.

Yeas: Sheridan, Totten, Trinklein, Moore, Magnus, Letterman, Trevino

Nays:

PASSED: Motion by Magnus seconded by Sheridan to approve appointing Jim Garno to the Birch Run Township Downtown Development Authority.

Yeas: Totten, Trinklein, Moore, Magnus, Letterman, Trevino, Sheridan
Nays:

PASSED: Motion by Magnus seconded by Sheridan to approve the resignations of Beverly Nelson and Rosemary Manchester from the Zoning Board of Appeals.

Yeas: Trinklein, Moore, Magnus, Letterman, Trevino, Sheridan, Totten
Nays:

PASSED: Motion by Magnus seconded by Sheridan to approve appointing Mike Musial and Kurt Kiessling to the Zoning Board of Appeals.

Yeas: Moore, Magnus, Letterman, Trevino, Sheridan, Totten, Trinklein
Nays:

PUBLIC COMMENT: 9:09 p.m. to 9:12 p.m.

Marianne Nelson – Would like to see a Township Official send a formal letter to the auditing firm to officially notify them that the Township was not satisfied with the 2013-14 audit report.

PASSED: Motion to by Moore seconded by Sheridan to adjourn at 9:12 p.m.

Yeas: Magnus, Letterman, Trevino, Sheridan, Totten, Trinklein, Moore
Nays:

Corey Trinklein

Birch Run Township Clerk

Approved: February 10, 2015 _____